

# TRIPURA GAZETTE



*Published by Authority*

## EXTRAORDINARY ISSUE

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*Agartala, Monday, January 8, 2024 A. D., Pausa 18, 1945 S. E.*

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### PART--II-- Advertisements, Notices

**GOVERNMENT OF TRIPURA  
OFFICE OF THE COMMANDANT, CENTRAL TRAINING INSTITUTE  
EAST GAKULNAGAR, SEPAHIJALA, TRIPURA PIN - 799102**

Memo No.175-87 F.6(16)CTI/Store/PTN/2023-24

Dated, 5th January, 2024.

**NOTICE INVITING TENDER (NIT)**

**PNIT No.: 01/CTI/DNIT/2023-24**

The Commandant, Central Training Institute East Gakulnagar, Sepahijala Tripura on behalf of the 'Governor of Tripura', invites **online percentage rate e-tender** for the following work:

1. **Name of work: Maintenance of Trainees Barrack (50 Men) under Central Training Institute, East Gakulnagar, Sepahijala, Tripura".**


**DNIT No: 01/CTI/2023-24, Time for Completion :- 30 (Thirty) days  
Estimated Cost: Rs. 4,60,906.00, Earnest Money : Rs. 9,218.00,  
Bid Fee: Rs. 1,000.00**

2. **Name of work: Maintenance of Girls Hostel (Double storied Twine building) at CTI. Sepahijala, Tripura by providing Floor tiles, Flush Doors, Paintings etc. during the year 2023-24.**

**DNIT No: 02 /CTI/2023-24, Time for Completion :- 30 (Thirty) days  
Estimated Cost: Rs. 5,44,755.00, Earnest Money : Rs. 10,895.00,  
Bid Fee: Rs. 1,000.00**

**Last date & time for online Bidding: 25-01-2024 upto 3:00 PM**

**Note:** The bid forms and other details including **online activities should be done** in the e-procurement portal **<https://tripuratenders.gov.in>**

  
**Commandant,  
Central Training Institute  
Sepahijala, Tripura.**

**LIST OF IMPORTANT DATES IN CONNECTION WITH THE TENDER FOR THE WORK,**  
**(FORMING PART OF NIT AND TO BE POSTED IN e-PROCUREMENT PORTAL)**

Name of work :- i. Maintenance of Trainees Barrack (50 Men) under Central Training Institute, East Gakulnagar, Sepahijala, Tripura”.

ii. Maintenance of Girls Hostel (Double storied Twine building) at CTI, Sepahijala, Tripura by providing Floor tiles, Flush Doors, Paintings etc. during the year 23-24.

1.	Completion period for the work:	i. 30 days, ii. 30 days
2.	Date of Publishing of Bid:	Date 05 <sup>th</sup> Month January Year 2024
3.	Bidding Documents Downloading Start Date:	Date 05 <sup>th</sup> Month January Year 2024
4.	Bidding Documents Downloading End Date:	Date 25 <sup>th</sup> Month January Year 2024
5.	Seeking Clarification Start Date:	NA
6.	Seeking Clarification End Date:	NA
7.	Bid Submission Start Date:	Date 05 <sup>th</sup> Month January Year 2024
8.	Bid Submission End Date and Time:	Date 25 <sup>th</sup> Month January Year 2024. Time 03.00 P.M.
9.	Date and Time of Opening Bid:	Date 25 <sup>th</sup> Month January Year 2024. Time 03.30 P.M.
10.	Place of Opening Bid:	Office of the Commandant Central Training Institute Sepahijala Tripura
11.	Last date of Bid Validity:	Date 16 <sup>th</sup> Month July Year 2024.
12.	Officer inviting Bid/ Tender Inviting Authority (TIA):	Commandant Central Training Institute Sepahijala Tripura

**Notes:-**

1. All the above-mentioned online activities should be done in the e-procurement portal <https://tripuratenders.gov.in>
2. All the above-mentioned date & time are as per server clock date & time of e-procurement portal <https://tripuratenders.gov.in>
3. Strike out which is not required.

  
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Sepahijala, Tripura.

**INSTRUCTIONS TO BIDDERS (ITB)**

**(FORMING PART OF NIT AND TO BE POSTED IN e-PROCUREMENT PORTAL)**

1. The intending bidder must **carefully read and accept** the terms and conditions carefully. Bidder should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
2. Information and Instructions to bidders for e-tendering forming part of bid document and to be posted on e-procurement portal.
3. Eligible bidders shall participate in online bidding only through **e-procurement portal <https://tripuratenders.gov.in>**. Bidders are allowed to bid 24x7 until the **time of Bid closing**, with option for Re-Submission & withdrawal, wherein only their latest submitted Bid would be considered for evaluation. The e-procurement portal will not allow any Bidder to attempt bidding, after the scheduled date and time. **Submission of hardcopy of bid document physically, is not permitted. If any hardcopy of bid document submitted physically by the bidder then these documents will not be considered & will not be processed for evaluation.**
4. In e-procurement portal, bid shall be uploaded in **single/two bid system**, with all other required details by the **Tender Inviting Authority (TIA)**.
5. The **bid document** consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and General Conditions of Contract to be complied with and other necessary documents can be seen and downloaded from e-procurement portal <https://tripuratenders.gov.in> at free of cost.
6. **The amount of Bid Fee** is equal to (based on estimated cost put to tender) `1000 (upto `50 Lakh), `4000 (above `50 Lakh - upto `150 Lakh), `8000 (above `150 Lakh - upto `600 Lakh) & `10,000 (above `600 Lakh).
7. The **Bid Fee** to be paid electronically over the online payment facility provided in the e-procurement portal any time after start date of bid submission and before bid submission end date using Net Banking facility by the bidders, is **Non-Refundable (except in case of cancellation of tender before opening of technical bid, Bid Fee is Refundable)** and to be deposited to the Government account automatically as revenue. Payment of Bid Fee is mandatory.
8. **The amount of Earnest Money (EM)** is equivalent to @2% (two percent) of the estimated cost put to tender. Payment of Earnest Money is **mandatory**.
9. **Earnest Money** for an amount upto `25.00 lakh, is to be paid electronically over the online payment facility provided in the e-procurement portal any time after start date of bid submission and before bid submission end date using Net Banking facility by the bidders.
10. **Earnest Money** for an amount more than `25.00 lakh, is to be paid through offline mode using any of the offline payment instrument like "Deposit at Call receipt or, Demand Draft or, Banker's Cheque or, Bank Guarantee" drawn in favour of the Tender Inviting Authority (TIA) from a well-recognized scheduled/commercial Bank guaranteed by the Reserve Bank of India having branch at Agartala, Tripura.

The Bidders will have to upload the **scan copy** of the drawn **offline payment instrument** (as a single PDF file of 75-100 dpi resolution), against the related Earnest Money, along with the bid/technical bid documents **in the time of real time bidding**.


The Bidders will also have to **submit**(*to be delivered in person or by post*) the **original copy**(*physical form*) of the **offline payment instrument** related to the Earnest Money as stated above, in a **Sealed Envelope** super-scribing the DNIT No., & Tender ID, at the office of the **Tender Inviting Authority (TIA)**, positively before the **Technical Bid opening time & date** as mentioned in the NIT.

**Offline payment instrument of earnest money** as submitted by the bidder, shall be **valid** for a period of **45 (forty-five) days beyond the bid validity period**.

While submitting the bid online(*for earnest money amount more than `25.00 lakh*), the bidder will find that the “EMD Amount” is showing as “0” (zero) in the payment window of e-procurement portal. The bidder shall ignore this “0” (zero) EMD Amount in the e-procurement portal & pay the full amount of earnest money(*using any of the offline payment instrument as permitted*) amount as indicated in Tripura PWD Form-6.

11. The full amount of the Earnest Money of all bidders (technically responsive & non-responsive) including L1 (lowest rate quoting bidder) will automatically be returned back to their respective bank account (*in case of online payment mode*) or, will be released individually by the Tender Inviting Authority (TIA)(*in case of offline payment mode*), once online process of “Award of Contract” (AOC) has been completed or tender process has been cancelled in e-procurement portal.
12. Detailed information regarding Earnest Money is given in Para No. 14 of “Special Instructions to Bidders (S.I.T.B.)”.
13. Detailed information regarding payment of Bid Fee (online mode only)& Earnest Money (online or offline mode) has been summarized in Para No. 16.9.2 of “Special Instructions to Bidders (S.I.T.B.)”.
14. **Pre-Bid Conference/ Meeting** will be held for clarification of any doubts of the prospective Bidders on any condition of the contract, specification etc.
15. **Bids/ Technical bids (for Two bid system)** shall be opened through online by the respective **Bid openers**[**minimum 2(two) in numbers out of 4(four) bid opener (as assigned at time of online tender creation)**].If the office happens to be closed on the date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue.
16. **For Two bid system, technical bids shall be opened first** and after completion of technical evaluation, financial bids in respect of technically acceptable offers only shall be opened.
17. To participate in bid, the bidder shall have a valid **Class3 Digital Signature Certificate (DSC)**, obtained from the available vendor as certified by the certifying authorities enlisted by Controller of Certifying Authorities (CCA) at <http://cca.gov.in>.

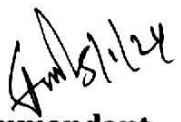
18. Then the bidder has to register (**registration is free of cost**) himself in the e-procurement portal mentioned above.
19. After registration, bidder can **participate any active tender available in the portal** by submitting all required document as mentioned in the tender document.
20. The bidder can **quote his bid offer** in the following process:
  - (i) For **Percentage Rate tender (Tripura PWD Form-7)**, Bidder shall write **his name and quote rate in percentage excess(+) / less(-) in figures only** in the **Bill of Quantity (BOQ)** [downloaded from the e-procurement application <https://tripuratenders.gov.in>] which is in **MS-Excel (macro enabled)** format and the same saved BOQ should be uploaded to the portal as a part of bid with digital signing.
  - (ii) For **Item Rate tender (Tripura PWD Form-8)**, Bidder shall write **his name and quote rate in figures only for each item** in the **Bill of Quantity (BOQ)** [downloaded from the e-procurement application <https://tripuratenders.gov.in>] which is in **MS-Excel (macro enabled)** format and the same saved BOQ should be uploaded to the portal as a part of bid with digital signing.
21. On opening date, after logging in the portal, the **participating bidder can view the bid opening process LIVE online in the portal**. After final opening of bids (financial bid in case of two bid tender), bidder can view the '**BOQ Comparative Chart**' generated online & displayed by the system through the e-procurement portal. However, participating bidders and other Bidders may be present physically at the bid opening place at the date & time online Bid opening.
22. Bidder can view & download the softcopy of "**Letter of commencement of work**" after Tender Inviting Authority (TIA) completed "**Award of Contract**" (AOC) process through online in e-procurement portal.
23. For **any enquiry related to e-tender**, bidder can seek "**Clarification**" online through e-procurement portal.
24. Bidder can **upload documents** [as mentioned in the "**Special Instruction to Bidder (S.I.T.B.)**"] in various **standard format (jpg/pdf/xls etc.)** as desired by the **Tender Inviting Authority (TIA)** in the portal.

  
**Commandant,**  
**Central Training Institute**  
**Sepahijala, Tripura.**

**FORMAT - A**  
(For publication in the  
Local Newspapers and Websites)

**PNle-T NO:- 01/CTI/2023-24, Dated 05/01/2024**

The Commandant, Central Training Institute, Sepahijala Tripura, invited tender from the eligible bidders up to 15.00 hours on **25-01-2024** for 02 (Two) No. Maintenance work. For details visit <https://tripuratenders.gov.in> for clarifications, if any. Any subsequent corrigendum will be available at the website only.

  
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